



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



JENNIFER M. GRANHOLM  
GOVERNOR

THOMAS D. WATKINS, JR.  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

**MEMORANDUM**

TO: Local and Intermediate School District Superintendents, Public  
School Academy Directors, Public Universities and Community Colleges,  
Public School Academy Authorizers

FROM: Tom Watkins *Tom Watkins*

DATE: September 2, 2004

SUBJECT: 2004-2005 Competitive Charter School Dissemination Grant--Tenth Cycle

The Michigan Department of Education is pleased to announce funding availability for the Dissemination Grant of the 2004-2005 Charter School Grant Program--Tenth Cycle. This competitive grant program is supported through funds from the United States Department of Education.

The purpose of this part of the program is to provide funding on a competitive basis for public school academies that have been in operation for at least three (3) consecutive years, have not received a Dissemination Grant in the past, and have demonstrated overall success including:

- substantial progress in improving student achievement;
- high levels of parent satisfaction; and
- the management and leadership necessary to overcome initial start-up problems and establish a thriving, financially viable charter school.

In this part of the program, funds totaling \$600,000 may be made available for activities consistent with the grant program criteria. The amount of individual grant awards will depend upon the number and quality of the proposals received, the amount of funds requested and the recommendations of the grant reviewers and the Michigan Department of Education.

Applications for the 2004-2005 Charter School Dissemination Grant--Tenth Cycle must be completed and submitted using the Michigan Electronic Grants System (MEGS). This system is available at <http://meis.mde.state.mi.us/megs> and requires a MEIS Login and Password, as well as the appropriate level of access to MEGS. This application will be made available during the week of **September 7, 2004**. The application criteria can be found on the Michigan Department of Education website under the section "What's New": [http://michigan.gov/mde/0,1607,7-140-6530\\_6559\\_6558---,00.html](http://michigan.gov/mde/0,1607,7-140-6530_6559_6558---,00.html)

Applications must be received at the Michigan Department of Education by **Friday, October 8, 2004**. It is anticipated that awards will be finalized during the later part of **October 2004**.

Questions about the Charter School Grant Program or the application materials may be directed to Greg Olszta in the Public School Academy Program at 517/241-4715.

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**MICHIGAN DEPARTMENT OF EDUCATION**  
**Michigan Department of Education**  
**Public School Academy Program**

**APPLICATION FOR 2004-2005 CHARTER SCHOOL COMPETITIVE DISSEMINATION**  
**GRANT PROGRAM - TENTH CYCLE**

**No Child Left Behind Act**  
**Title V, Part B, Public Charter Schools Program**  
**In Cooperation with the U.S. Department of Education**

**PART I: GENERAL INFORMATION**

**INTRODUCTION**

The Michigan Department of Education (MDE) is pleased to announce the 2004-2005 Charter School Competitive Dissemination Grant Program – Tenth Cycle. This program is supported under Title V, Part B, Public Charter Schools Program, No Child Left Behind Act. The Michigan Department of Education (MDE) was successful in receiving a grant under this program for **\$21,000,000** over a three-year period, contingent on receipt of federal funding. MDE retains (5) five percent for administration. Dissemination grants will be available for experienced charter schools that have been in operation for at least three consecutive academic years, are financially viable, operationally successful and can demonstrate their success with hard data.

The MDE may award up to **\$600,000** in dissemination monies to public school academies, on a competitive basis. As this is a competitive grant, it is possible that not all applicants will be funded. Only those applicants that score a minimum of **85 points** (out of a possible **100**) will be recommended for funding.

Grantees may receive more up to two years of funding through this grant. If two years of funding are requested, it should be indicated in the budget and narrative. The second year funding will be released upon satisfactory completion of goals and objectives set forth for the first year.

The application must be received at the Michigan Department of Education by **Friday, October 8, 2004**.

Questions regarding the 2003-2004 Charter School Competitive Dissemination Grant Program – Ninth Cycle, may be directed to Gregory Olszta, Public School Academy Program, Office of School Improvement at 517/241-4715.

## GRANT PURPOSE

The purpose of this grant is to fund proposals that will support activities that help to improve public schools or open new schools (including public charter schools) and share the lessons learned by charter schools with other public schools. Successful grant recipients must present a workshop at an educational Michigan or national conference in each year that the grant is funded. Costs associated with the workshop should be reflected in the budget summary and budget detail of the application.

## GRANT PRIORITY AREAS

The Michigan Department of Education, Public School Academy Program, will focus on the following priorities that encourage dissemination activities from eligible schools related to programs or practices demonstrated toward:

- Ensuring early childhood literacy;
- Increasing parent involvement and parent satisfaction;
- Ensuring excellent educators and teacher retention;
- Enhancing the level or effectiveness of service to special needs populations;
- Developing and implementing partnerships between public school academies, traditional public schools, intermediate school districts and other community organizations toward sustained community and school integration;
- Increasing participation of low income and at-risk students enrolled in public school academies.

## LEGAL APPLICANTS/CONTACT PERSON

Legal applicants are charter schools that have **not already received a dissemination grant**, have been in operation for at least three (3) consecutive years (are currently in their fourth year of operation) and have demonstrated overall success, including:

- Substantial progress in improving student achievement;
- High levels of parent satisfaction; and
- The management and leadership necessary to overcome initial start-up problems and establish a thriving, financially viable charter school.

A list of those charter schools that have been in operation for at least three (3) consecutive years (are currently in their fourth year of operation) are identified on the attached listing. Only those that qualify and can support the above, with hard data, may apply.

## GRANT RANGE

Funds totaling approximately **\$600,000** are available at this time. Proposals may be submitted for funding up to \$150,000 per year. The applicant will justify their budget through a narrative and supporting documentation demonstrating how their project fits the criteria of the grant. The total number of grants funded will depend upon the quality of proposals submitted and the amount of funding requested.

All funding will be subject to approval by the Superintendent of Public Instruction, based on reviewer ranking, comments, and Department recommendations.

## LENGTH OF AWARD

Funds will be available following the competitive process. Applicants may submit either a one-year or a one and two-year proposed budget, depending on the number of years for which the charter school is applying. Funding for either a **one-year** or a **two-year** grant is contingent upon federal funding. Second year monies will be released pending satisfactory and timely performance reports. A **one-year** grant ends on **September 30, 2005**; a **two-year grant** ends on **September 30, 2006**.

## REJECTION OF PROPOSALS

The Michigan Department of Education reserves the right to reject any and all proposals received as a result of this announcement.

## CLOSING DATE

Applications for the 2004-2005 Charter School Dissemination Grant--Tenth Cycle must be completed and submitted using the Michigan Electronic Grants System (MEGS). This system is available at <http://meis.mde.state.mi.us/megs> and requires a MEIS Login and Password, as well as the appropriate level of access to MEGS. This application will be made available during the week of **September 7, 2004**. The application criteria can be found on the Michigan Department of Education website under the section "What's New": [http://michigan.gov/mde/0,1607,7-140-6530\\_6559\\_6558---,00.html](http://michigan.gov/mde/0,1607,7-140-6530_6559_6558---,00.html)

Applications must be received at the Michigan Department of Education by **Friday, October 8, 2004**. It is anticipated that awards will be finalized during the later part of **October 2004**.

## APPLICATION PREPARATION, PAGE LIMIT AND FONT SIZE

Applications should be prepared simply and economically, with the narrative portion of the proposal being **no more than 15 pages in length, for one year proposals, and no more than 20 pages in length for two year proposals, double-spaced and with a font no smaller than 12-point font.** Relevant support documents attached to the application must be kept to a maximum of **five pages**.

## PART II: REVIEW PROCESS, ACTIVITIES AND REVIEW CRITERIA INFORMATION

### REVIEW PROCESS

A broad-based committee of individuals supportive of the systemic reform of public education and the charter school concept, and who are knowledgeable of educational and organizational concepts embodied in school reform will review the applications. Award selections will be based on merit, quality and thoroughness, as determined by points awarded for the **"Review Criteria"** and all relevant information. All applications will be thoroughly reviewed and evaluated to assure guidelines of the federal regulations are met. Only proposals that meet the federal guidelines for allowable activities with a priority focus will be considered. An eligible application under this program must focus the grant award on project specifics listed in this grant announcement.

All proposals will be evaluated according to the review criteria provided below. Applicants may wish to refer to the Michigan Department of Education's "*Proposal Development Guide*" for additional assistance in developing their proposal. This guide may be found under [http://www.michigan.gov/documents/propdevguide\\_13484\\_7.pdf](http://www.michigan.gov/documents/propdevguide_13484_7.pdf).

All funding will be subject to approval by the Superintendent of Public Instruction. All applicants will be notified of the Superintendent's action.

## **FUNDABLE ACTIVITIES**

A charter school may use funds to assist other schools in adapting the charter school's program (or certain aspects of the charter school's program), or to disseminate information about the charter school, through such activities as:

- Assisting other individuals with the planning and start-up of one or more new public schools, including charter schools, that are independent of the assisting charter school and the assisting charter school's developers, and that agree to be held to at least as high a level of accountability as the assisting charter school;
- Developing partnerships with other public schools, including charter schools, designed to improve student academic achievement in each of the schools participating in the partnership;
- Developing curriculum materials, assessments, and other materials that promote increased student achievement and are based on successful practices within the assisting charter school; and
- Conducting evaluations and developing materials that document the successful practices of the assisting charter school and that are designed to improve student performance in other schools.

A charter school may not use dissemination grant funds, either directly or through a contractor, for marketing or recruitment activities designed to promote itself or the programs offered by it or by a contractor to parents or the community.

**NOTE: Applicants must target one or more of the fundable activities listed above.**

## **PAYMENT SCHEDULE**

Payments to the grantee will be made upon filing the Department's "Expenditure/Request Form, DS-4492A." The grantee is permitted to request advance payments not exceeding actual immediate cash needs and reimbursement up to the total amount of the award. "Immediate cash needs" means that the recipient has incurred bills that must be paid within **30 days**.

## **PERFORMANCE REPORTING**

As a condition of receiving Charter School Grant Program funding, all recipients will provide the Department with progress reports of their performance in meeting program objectives set forth in the application for grant. The performance reports (one to two pages) should address the outcomes of the objectives that were outlined in your narrative and should clearly describe how the activities of the grant period met, or failed to meet proposed goals and objectives. The reports are due on the following dates:

### **If applicant applies for and is awarded a one-year grant:**

**Monday, April 11, 2005**

**Monday, October 31, 2005 (Final Narrative Performance Report)**

### **If applicant applies for and is awarded a two-year grant:**

**Monday, April 11, 2005**

**Monday, October 31, 2005**

**Monday, April 10, 2006**

**Monday, October 30, 2006 (Final Narrative Performance Report)**

A form for the performance reports will be available to those successful applicants via MEGS.

Grantees cannot receive more than two years of funding through this grant. If two years of funding are requested, it should be indicated in the budget and narrative. The second year funding will be released upon satisfactory completion of goals and objectives set forth for the first year, and timely performance reporting.

## **FINANCIAL REPORTING**

The Department's "**Final Expenditure Report Form, DS-4044**" is used for final financial reporting and is completed online **60 days** after completion of each grant. Failure to complete the DS-4044 could result in **loss of funding**.

## **FINANCIAL AUDIT**

The Michigan Department of Education reserves the right to conduct a financial audit of the grantee's program expenditures at any time during the grant period.

## DISSEMINATION FUNDING

The 2004-2005 Charter School Grant Program is in its' Tenth Cycle of funding. If federal funds continue to be appropriated under the Charter Schools Grant Program, grants will again be available in the future.

## WHERE TO OBTAIN ASSISTANCE

These materials are issued by the Michigan Department of Education, Public School Academy Program and are the sole point of contact in the state for this program. Questions should be directed to the Public School Academy Program at 517/241-4715

## LIST OF ACADEMIES IN THEIR FOURTH YEAR

**Following is a list of public school academies that have not received a dissemination grant and are in their fourth year of operation. Only those that have demonstrated overall success, including the following may apply:**

- Substantial progress in improving student achievement;
- High levels of parent satisfaction; and
- The management and leadership necessary to overcome initial start-up problems  
And establish a thriving, financially viable charter school, may apply.

82921	Academy for Bus & Technology	8/18/1997
73903	Academy for Tech & Enterprise	8/28/1995
82909	Academy of Detroit-West	9/25/1995
25908	Academy of Flint	9/9/1999
82961	Academy of Inkster	8/23/1999
63904	Academy of Lathrup Village	9/25/1995
63908	Academy of Michigan	9/10/1997
63902	Academy of Oak Park	9/25/1995
63903	Academy of Southfield	9/25/1995
82912	Academy of Westland	8/20/1999
63914	Advanced Technology Academy	8/28/2000
63901	AGBU Alex & Marie Manoogian School	8/28/1995
82903	Aisha Shule/WEB Dubois Prep School	9/6/1995
82955	Allen Academy	9/8/1999
81904	Ann Arbor Learning Community	9/8/1998
13901	Arbor Academy	8/31/1998
50905	Arts Academy in the Woods	8/27/2001
17901	Bahweting Anishnabe Publ Sch Acad	9/28/1995
09902	Bay County Public School Academy	8/22/2001
09901	Bay-Arenac Community High School	8/28/1995
82934	Benjamin Carson Academy	8/24/1998
11903	Benton Harbor Charter School	8/21/2000
70904	Black River Public School	8/26/1996
74906	Blue Water Learning Academy	9/5/2000
25909	Burton Glen Charter Academy	9/9/1999
82968	Canton Charter Academy	8/31/2000
33907	Capitol Area Academy	8/23/1999
82902	Casa Richard Academy	8/30/1995
51903	Casman Alternative Academy	9/2/1997

25906	Center Academy	8/23/1999
82949	Center for Literacy and Creativity	8/31/1998
81902	Central Academy	8/26/1996
82918	Cesar Chavez Academy	9/3/1996
82923	Chandler Park Academy	9/7/1999
41920	Chandler Woods Charter Academy	8/25/1999
82936	Charlotte Forten Academy	8/31/1998
44901	Chatfield School	8/18/1997
82960	Cherry Hill School of Performing Arts	8/23/1999
33901	Cole Academy	8/28/1995
82914	Colin Powell Academy	8/27/1996
82919	Commonwealth Community Dev Academy	9/4/1996
05901	Concord Academy-Antrim	9/15/1998
15901	Concord Academy-Boyne	10/2/1995
50904	Conner Creek Academy	8/31/1999
11901	Countryside Charter School	8/26/1996
26901	Creative Learn Acad of Science, Math & Humanities	8/19/1996
82969	Creative Montessori Academy	1/29/2001
41918	Creative Technologies Academy	8/25/1998
41916	Cross Creek Charter Academy	9/2/1997
54901	Crossroads Charter Academy	8/25/1998
38901	da Vinci Institute	8/28/1995
82928	Dearborn Academy	9/3/1997
82929	Detroit Academy of Arts & Sciences	9/2/1997
82966	Detroit Advantage Academy	8/30/2000
82925	Detroit Community High School	9/2/1997
82915	Detroit School of Industrial Arts	9/5/1996
03901	Discovery Elementary School	9/3/1996
82930	Dove Academy of Detroit	8/25/1997
70906	Eagle's Crest Charter Acad	9/2/1997
82945	Edison Public School Academy	9/9/1998
63910	Edison-Oakland Academy	8/31/1999
33902	El-Hajj Malik El-Shabazz Academy	9/5/1995
13902	Endeavor Charter Academy	8/31/1998
41905	Excel Charter Academy	9/6/1995
73909	Francis Reh Public School Academy	9/8/1998
41913	Gateway Middle High School	9/2/1997
82911	Gaudior Academy	9/4/1996
82937	George Crockett Academy	8/20/1998
82963	George Washington Carver Academy	9/20/1999
25903	Grand Blanc Academy	8/23/1999
41921	Grand Rapids Child Discovery Center	8/22/2000
41911	Grattan Academy	9/16/1996
63907	Great Lakes Academy	8/25/1997
74904	Health Careers Academy of St Clair	8/30/1999
82927	HEART Academy	9/2/1997
63911	Holly Academy	8/25/1999
81901	Honey Creek Community School	9/5/1995
82942	Hope Academy	8/25/1998
82957	Hope of Detroit Academy	9/1/1999
41902	Horizons Community High School	8/28/1995
74905	Hospitality Academy of St Clair Co	8/24/2000
50903	Huron Academy	8/31/1999
74902	Industrial Technology Academy	9/3/1996
74907	Info Tech Academy of St Clair Co	8/24/2000



25905	International Academy of Flint	9/7/1999
23901	Island City Academy	9/3/1996
82958	Joy Preparatory Academy	9/1/1999
39904	Kalamazoo Advantage Academy	8/31/1998
82932	King Academy	9/2/1997
41914	Knapp Charter Academy	9/2/1997
64901	Lakeshore Public Academy	8/8/1996
74903	Landmark Academy	8/31/1999
41908	Learning Center Academy	8/26/1996
25907	Linden Charter Academy	8/25/1999
47901	Livingston Technical Academy	9/5/1995
50901	Macomb Academy	9/18/1995
82964	Marilyn F. Lundy Academy	10/5/2000
13903	Marshall Academy	9/5/2000
82910	Martin Luther King Jr Education Center	10/24/1995
82924	Marvin L Winans Acad of Performing Arts	8/26/1997
82967	Metro Charter Academy	8/22/2000
82907	Michigan Automotive Academy	9/7/1995
82917	Michigan Health Academy	9/3/1996
33904	Mid-Michigan Leadership Academy	9/3/1996
37902	Morey Charter School	8/25/1997
61903	Muskegon Technical Academy	9/1/2001
55901	Nah Tah Wahsh Public School Academy	4/28/1995
82962	New Beginnings Academy	8/30/1999
41901	New Branches School	8/29/1995
33908	New City Academy	8/31/1999
73910	North Saginaw Charter Academy	8/25/1999
25904	Northridge Academy	8/30/1999
15902	Northwest Academy	9/3/1996
82922	Nsoroma Institute	2/10/1997
39903	Oakland Academy	8/21/1998
63912	Oakland International Academy	9/8/1999
82956	Old Redford Academy	8/30/1999
12901	Pansophia Academy	9/5/1995
38902	Paragon Charter Academy	8/31/1998
39905	Paramount Charter Academy	8/31/1998
82939	Pierre Toussaint Academy	8/24/1998
82904	Plymouth Educational Center	9/11/2000
63906	Pontiac Academy for Excellence	1/21/1997
63915	Pontiac Public School Academy	8/22/2001
37901	Renaissance Public School Academy	8/12/1996
41919	Ridge Park Charter Academy	8/31/1998
73905	Saginaw County Transition Academy	10/5/1995
73908	Saginaw Preparatory Academy	9/15/1997
33903	Sankofa Shule Academy	9/5/1995
30901	Sauk Trail Academy	8/25/1997
51904	Shoreline Academy of Business & Training	9/5/2000
81905	South Arbor Charter Academy	8/30/1999
74901	St Clair County Learning Academy	11/13/1995
82941	Star International Academy	9/10/1998
82916	Summit Academy	8/28/1996
82938	Summit Academy North	9/8/1998
35901	Sunrise Education Center	9/3/1996
82908	Thomas-Gist Academy	9/6/1996
59901	Threshold Academy	8/27/1997
61902	Timberland Academy	9/2/1998

82933	Timbuktu Academy of Science and Tech	9/2/1997
28901	Traverse Bay Community School	9/3/1996
61901	Tri Valley Academy	8/28/1995
82950	Universal Academy	8/31/1998
70905	Vanderbilt Charter Academy	9/3/1996
41910	Vanguard Charter Academy	9/3/1996
41909	Vista Charter Academy	9/3/1996
82940	Voyageur Academy	8/24/1998
70901	WaldenGreen Day School	4/3/1995
41915	Walker Charter Academy	9/2/1997
63913	Walton Charter Academy	8/25/1999
70902	West MI Acad for Arts and Academics	8/19/1996
41904	West MI Acad of Environmental Sci	8/28/1995
82959	West Village Academy	9/9/1999
82943	Weston Technical Academy	8/31/1998
33906	White Pine Academy	8/31/1999
41917	William C Abney Academy	9/8/1998
33909	Windemere Park Charter Academy	8/30/1999
56901	Windover High School	8/30/1995
25902	Woodland Park	1/6/1996
82913	Woodward Academy	9/3/1996
82953	YMCA Service Learning Academy	8/31/1999